

STATE BOARD FOR CAREER AND TECHNICAL EDUCATION**Minutes of Meeting****January 19, 2010**

Members of the State Board for Career and Technical Education met at 10:00 a.m. CST on Tuesday, January 19, 2010, in the Peace Garden Room, State Capitol Building, Bismarck. The meeting was called to order by Mr. Darrel Remington, Chair. The following members were present:

Mr. Jeff Lind, Vice Chair
Mr. Brian Duchscherer, Member
Mr. Tim Mairs, Member
Ms. Val Moritz, Member
Dr. Wayne Sanstead, Member
Ms. Rita Wilhelmi, Member

Wayne Kutzer, Dwight Crabtree, Curt Dahme, Brenda Schuler, Tony Scheerz, Clarke Molter, Steve Zimmerman, Dr. Ken Grosz, Al Graner, Eileen Baker, Kathy McCracken, Kevin Nelson, Doug Vannurden, Tom Conlin, and Carrol Burchinal were also present.

Mr. Remington welcomes the board and audience members.

CONSIDERATION OF DECEMBER 14, 2009 MINUTES – Ms. Moritz moved and Mr. Duchscherer seconded to approve the minutes of the December 14, 2009 meeting as presented. The motion passed unanimously.

FINANCIAL REPORT – Mr. Kutzer distributed and reviewed the Appropriation Status Report and the Administrative Budget and Expenditures Report for month ended December 31, 2009, reporting that the total budget expended is in line with the time elapsed.

Mr. Kutzer distributed and reviewed the Fiscal Year 2010 General Fund Projections, reporting that it reflects the revised budgets, program expansions and cooperative arrangements information.

Following a brief discussion, Mr. Lind moved and Dr. Sanstead seconded to approve the financial reports as presented. The motion passed unanimously.

DIRECTOR'S REPORT – Mr. Kutzer reported on the Education Improvement Commission, stating that CTE is represented on the four subcommittees. Several topics have been discussed, including alternative compensation, REAs, the length of the school year and core components/requirements. Mr. Kutzer will provide updates of the Commission activities and meetings.

Mr. Kutzer distributed and reviewed information on statewide CTE course offerings available to students, reporting that this information will also be provided to the Education Improvement Commission.

Mr. Kutzer provided an update on the WorkKeys results of the Minot Public Schools students. Twenty percent of the students received a five on all three of the tests. Of the remaining 80%, 49% of those students received a four on the Locating Information and a five on the other two tests. Many of the 49%, also had a high ACT score.

Mr. Kutzer then distributed and reviewed a letter from Chancellor Goetz requesting that the State Board for Career and Technical Education give consideration to moving the workforce training dollars from the agency budget to the State Board of Higher Education's budget.

Mr. Kutzer provided the history of the workforce training dollars, stating that the workforce training dollars were originally placed in the CTE agency budget and allocated out to the workforce training regions. The University System would now like those dollars in their budget rather than having to request them from the Department of Career and Technical Education. It would take legislative action to move the dollars from one agency to another.

Discussion was held on the ramifications of moving the dollars and whether the workforce training regions are aware of the request. Mr. Kutzer stated that he will contact the workforce training regions of the request to get their input and will report his findings to the board.

Mr. Kutzer then reported that the CTE Funding Review Committee, consisting of Dan Rood, Pam Stroklund, Kevin Nelson, Mike Ness, Darrel Remington, Senator Wardner and Representative Kathy Hawken, will be holding their first meeting on January 28 in Bismarck.

Board members were asked to provide any ideas or suggestions to any of the committee members.

CONSOLIDATED ANNUAL REPORT – Mr. Crabtree reviewed the updated Consolidated Annual Report information, reporting that there were no significant changes from the previously approved report.

Mr. Crabtree distributed and reviewed the Performance Report Card and letter that secondary schools and postsecondary institutions will be receiving that indicates past performance and what schools need to do in order to achieve their measures, if any.

Discussion was held regarding access to the performance reports and information. Mr. Crabtree replied that the information is available in STARS (state automated reporting system) and all superintendents and their designees have access.

Following discussion, the board thanked Mr. Crabtree for his report.

DAKOTA COLLEGE AT BOTTINEAU – Dr. Ken Grosz, Dakota College at Bottineau Campus Dean, requested funding to provide one additional instructor in the Adult Farm Management program in the area of vegetable production.

Dr. Grosz reported that there is approximately 10-15 farmers interested in the program with the possibility of up to 40 clients over the next few years.

Ms. Eileen Baker, a private sector grower, spoke on behalf of the request, stating that there is a lack of financial information in North Dakota vegetable and fruit production and she and her husband would enroll in the program.

Mr. Al Graner, Adult Farm Management instructor, then spoke on behalf of the request. He then provided information on program costs over a four year period and reported that this new program should generate interest for vegetable producers.

Discussion was held on the geographic area this position would include, Center of Excellence funding, the expertise of the instructor and the reimbursement rates of the 14 instructors currently involved in the Adult Farm Management program across the state.

The board agreed that they support the concept; however, finding new money this fiscal year and possibly for the biennium will be an issue. Mr. Kutzer informed the board that funding during this biennium would come out of current general fund dollars. Funding during the next biennium would need to be requested of the legislature.

Following more discussion, the request will be included in with the other program expansions that the board reviews in May.

VIRTUAL AREA CENTERS – Equipment/Instructional Aids Policy – Mr. Kutzer reviewed information on the background of the virtual area centers' request to allow them to use state funds for equipment and instruction materials, the current equipment policy for new area centers, and the definition of equipment and instructional materials.

Mr. Doug Vannurden, MRCTC Assistant CTE Director, spoke on behalf of the request, reporting that there needs to be flexibility for the center to spend dollars. He also informed the board that the center does not receive Carl Perkins funding and that the equipment and instructional aids definition needs to be clarified.

Discussion was held on whether the policy should be changed to allow virtual centers to spend dollars on equipment.

Discussion was also held on what happens to the dollars that aren't expended. Mr. Kutzer explained that any dollars that are recovered are redistributed out at the end of the biennium at the board's discretion.

Discussion was then held on what was written in the original grant. It was agreed that the board shouldn't keep revising the grant because it doesn't fit individual needs. The board also concurred that they understand the need for flexibility; however, they need to look at the whole picture, not individual needs.

Following more discussion, Mr. Mairs moved and Ms. Moritz seconded to have the board stay with the current policy and have the agency study whether the recovered dollars from the virtual area centers could go directly back to them rather than be included in the total pool of dollars that are historically recovered and distributed back out to all schools. The roll call vote was as follows:

Mr. Mairs – aye
 Ms. Moritz – aye
 Mr. Duchscherer - aye
 Mr. Lind - aye
 Ms. Wilhelmi – aye
 Dr. Sanstead – aye
 Mr. Remington – aye

The motion passed unanimously.

Mr. Kutzer will report back to the board on the study.

PROGRAM ORIENTATION – Trade, Industry, Technical & Health Careers and

Office of Civil Rights Compliance – Mr. Tony Scheerz, T & I Supervisor, provided a report on the Trade, Industry, Technical & Health Careers program area, stating that there are 19 programs offered in 275 secondary schools across the state. There are also several programs

offered in the postsecondary institutions. Students taking these types of courses are strongly encouraged to belong to the student organization SkillsUSA.

Mr. Scheerz then explained the certification process of the programs and the requirements of the instructors.

Mr. Clarke Molter, T & I Assistant Supervisor, presented on the agency's Office of Civil Rights Compliance responsibilities reporting that by federal law, CTE is responsible for ensuring that there is fair and equal access to all students in CTE programs. The areas that are included in the monitoring visits follow the guidelines of Title 6, Title 9, Section 504 and ADA. Based on a formula, five schools are visited each year and reported back to the U.S. Office of Education.

Following discussion, the board thanked Mr. Molter and Mr. Scheerz for their reports.

CAREER AND TECHNICAL STUDENT ORGANIZATION CONFERENCES –

Board members were invited to attend CTSO student organization conferences that will be held over the next few months.

FUTURE SBCTE MEETINGS – There will be no February board meeting.

The March board meeting is scheduled for Monday, March 15, 2010.

The April board meeting is scheduled for Monday, April 19, 2010.

The meeting adjourned at 11:58 a.m.

Respectfully submitted,

Mr. Darrel Remington
Chairperson